

REQUEST FOR QUALIFICATIONS

MICHIGAN DEPARTMENT OF TRANSPORTATION

Metro Region

**Gordie Howe International Bridge: Residential Property
Demolition Project**

Job Number: 113693B1 and 113717B1

March 15, 2016

Addendum #1

(Changes for this addendum are identified in red text in Section 2.4)



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1.0 INTRODUCTION

The Michigan Department of Transportation (MDOT), Metro Region, is requesting Statements of Qualifications (“SOQs”) from entities (“Submitters”) interested in bidding on the Project, which consists of the demolition of residential properties associated with the Gordie Howe International Bridge Project. 240 to 300 residential properties are currently estimated to be demolished as part of the Project. The demolition project area is generally bounded by the south bound I-75 service drive, Morell Street, West End Street and Jefferson Avenue, in the City of Detroit. See Attachment A for map showing the approximate location of the Project.

Submitters must adhere to all pertinent federal, state and local requirements.

1.1 Procurement Process

MDOT will use a two-phase procurement process to select a Contractor to deliver the Project. This Request for Qualifications (RFQ) is issued as part of the first phase to solicit information, in the form of SOQ’s, that MDOT will evaluate to determine which Submitters are qualified to bid on the Project.

In the second phase, MDOT will advertise the Project to qualified Submitters that is anticipated to be a traditional MDOT low-bid process where the contract is awarded to the lowest responsive bidder. Only the qualified Submitters shortlisted in the first phase will be eligible to bid on the Project.

1.2 Project Goals

The Purpose of this Project is to remove buildings and other features on residential properties.

The following goals have been established for the Project:

- a) Complete the Project within the schedule in a cost effective manner.
- b) Provide a safe Project area for the public and workers during execution of the Project while following all applicable State, local and federal requirements.
- c) Significant engagement and use of local and disadvantaged businesses

1.3 Submitter Information

If an entity intends to submit an SOQ as part of a team, the entire team is required to submit a single SOQ as a single Submitter.

2.0 BACKGROUND INFORMATION: RFQ PROCESS

2.1 Project Description: Scope of Work

The Project includes the removal of buildings and other improvements on residential properties, asbestos abatement, disconnection of utilities, and site restoration. After the Project is awarded, all properties will not be available for immediate demolition. Properties will be released to the Contractor as they are acquired by MDOT. Properties will need to be demolished in a very short period after they are released for demolition to the contractor. It is anticipated that the contractor will have 3 days to complete the demolition work once the property is released and all applicable notices and/or permits are received

Project information and data is included in attachments as follows:

- Attachment A – Location Map

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- Attachment B – Additional Ghib Project Information

2.2 Project Schedule

The deadline for submitting RFQ questions and the SOQ due date stated below apply to this RFQ. MDOT also anticipates the following additional Project milestone dates. This schedule is subject to revision by addenda to this RFQ or during the development of the demolition contract.

Phase 1 – Request for Qualifications

Issue RFQ	March 15, 2016
Deadline for submitting RFQ questions	April 6, 2016; 4 PM EST
SOQ due date	April 14, 2016; 4 PM EST
Evaluation of SOQs	April 15 – April 28, 2016
Anticipated Notification of short-listed Submitters	May 6, 2016

Phase 2 – Bid Letting

Phase 2 of the process will be the advertisement of the Project for a minimum of 3 weeks for a June, 2016 letting. The Project completion date is estimated to be December 31, 2018.

2.3 Addenda, Inquiries and General Information

Information regarding this RFQ, including addenda to the RFQ, questions and answers, and the final notification of the shortlisting, will be posted at the following website: www.michigan.gov/ic. Click on the “GHIB Residential Property Demolition Project” link under the “2016 Innovative Contracting Projects” heading.

All questions regarding the Project must be submitted by e-mail to the MDOT Project Manager listed below. Questions shall be received by the date and time indicated in Section 2.2. All such questions and their answers will be placed on the MDOT website as soon as possible after receipt of the questions. The names of the entity submitting questions will not be disclosed. The employees and representatives of the Submitter may not contact any MDOT staff other than the MDOT Project Manager to obtain information on the Project. Such contact may result in disqualification.

MDOT Demolition Project Manager

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Any news releases pertaining to this RFQ or the services, study, data or project to which it relates will not be made without prior written MDOT approval, and then only in accordance with the explicit written instructions from MDOT.

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MDOT reserves the right to revise this RFQ at any time before the SOQ due date. Such revisions, if any, will be announced by addenda to this RFQ. Submitters are encouraged to check the website regularly to see if addenda have been posted.

All information in a Submitter's SOQ and any contract resulting from this RFQ is subject to disclosure under the provisions of the "Freedom of Information Act," 1976 Public Act No. 442, as amended, MCL 15.231, et seq.

2.4 Prequalification

The Submitter ~~and their subcontractors~~ must meet the following prequalification requirements. ~~MDOT anticipates that prequalification requirements for subcontractors will be waived.~~

Prequalification Requirements

- 6250 G

2.5 Equal Employment Opportunity

The Submitter will be required to follow both State of Michigan and Federal Equal Employment Opportunity (EEO) policies.

2.6 Disadvantaged Business Enterprises

It is the policy of MDOT that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, and other small businesses shall have the maximum feasible opportunity to participate in contracts financed in whole or in part with public funds. Consistent with this policy, MDOT will not allow any person or business to be excluded from participation in, denied the benefits of, or otherwise be discriminated against in connection with the award and performance of any U.S. Department of Transportation (DOT)-assisted contract because of sex, race, religion, or national origin. MDOT has established a DBE program in accordance with regulations of the DOT, 49 CFR Part 26. In this regard, the Submitter will take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBEs have the maximum opportunity to compete for and perform the contract. Additional DBE requirements may be set forth in the demolition contract.

MDOT anticipates that the Project will have a DBE goal of 8%.

3.0 CONTENT OF STATEMENT OF QUALIFICATIONS

This section describes specific information that must be included in the SOQ. SOQs must follow the outline of this Section. Submitters shall provide brief, concise information that addresses the requirements of the Project consistent with the evaluation criteria described in this RFQ. The Contractor that is awarded the demolition contract will be held accountable for the commitments made in their SOQ, and penalties are anticipated to be in the demolition contract to ensure compliance with commitments made in the SOQ. Mandatory monthly reporting on all past and future activities relating to the commitments is expected to be a requirement in the Project.

3.1 Introduction (Pass/Fail)

Provide a letter stating the business name, address, business type (e.g., corporation, partnership, joint venture) of the Submitter. Identify one contact person and his or her address, telephone and fax numbers, and e-mail address. This person shall be the single point of contact on behalf of the Submitter organization, responsible for correspondence to and from the organization and MDOT. MDOT will send all Project-related communications to this contact person. An authorized representative of the Submitter organization must sign the letter. If the Submitter is a joint venture,

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the joint venture members must sign the letter. The letter must certify the truth and correctness of the contents of the SOQ. This information will be used to identify the Submitter and its designated contact, and will be reviewed on a pass/fail basis only and not as part of the qualitative assessment of the SOQ. The letter must identify and acknowledge all addenda by version and date.

3.2 Understanding of Project (30 points)

Based on preliminary information available at the time of the RFQ, provide a synopsis demonstrating the Submitter's understanding of the Project and its needs. Demonstrate an understanding of the Project goals and any anticipated approach to achieving the goals discussed in Section 1.2 as the following is specifically addressed:

- a. Understanding of Project scope
- b. Understanding of the demolition requirements needed for the Project
- c. Understanding of the schedule requirements needed for the Project
- d. Understanding of impacts on the adjacent communities

3.3 Qualifications (30 Points)

Describe the experience and qualifications of the Submitter that demonstrate the capabilities of the Submitter to successfully deliver the Project. The information should address the following:

- a. Management and staff experience, capabilities and functions on projects with a similar scope.
- b. Experience with expedited schedules and timely completion on comparable projects
- c. Experience with on-budget completion of comparable projects

Provide at least two but a maximum of four projects of similar size and/or scope the Submitter has completed or participated in and describe the experiences that could apply to this Project.

Each project description should include the following information:

- a. Name of the project and either the owner's contract number or state project number;
- b. Owner's project manager and their current telephone number;
- c. Dates of construction/demolition
- d. Description of the role, work or services provided and percentage of the overall project actually performed;
- e. Description of scheduled completion deadlines and actual completion dates;
- f. The DBE goal for each project and the actual amount of DBE participation

MDOT may elect to use the information provided above as a reference check

3.4 Plan for Disadvantaged Business Enterprises (DBE) (20 points)

Provide a plan that describes the steps that will be taken to meet or exceed the Project's DBE goal. It is preferred that commitments made in this plan are measurable. The Plan should include the following:

- a) The process used to identify work opportunities for DBE firms during Project's advertisement period as well as post-award period of the Project

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- b) The process for identifying and engaging DBE firms
- c) The process to determine the work assigned to DBE firms

3.5 Local Contractor and Workforce Participation Plan (20 points)

High unemployment in the southeast Michigan region has drawn significant attention to major construction projects and the perceived opportunity for construction related employment for local residents. There is an expectation that members of their community can and will participate in the economic opportunities made possible by the infrastructure investment being made in their neighborhoods.

To meet the Project goals, the Contractor must develop a “Local Contractor and Workforce Participation Plan” to be included in the SOQ demonstrating how they will better engage the local community and provide employment opportunities where feasible. It is the expectation that the Contractor will be in close communication with the immediately impacted community regarding construction impacts and concerns, and as a part of this effort, the Contractor should provide employment opportunities to the local workforce in a manner that is consistent with the law. It is preferred that commitments made in this plan are measureable. Nothing in this clause must be construed as requiring the Contractor to establish a local hiring or subcontracting preference.

The “Local Contractor and Workforce Participation Plan” must contain at a minimum:

- a) Provisions for adherence to the Special Provision for Prompt Payment.
- b) Process for engaging the local community regarding employment opportunities.
- c) Process for identifying and engaging local sub-contractors regarding opportunities for work on the Project.

4.0 EVALUATION PROCESS

4.1 SOQ Evaluation

MDOT will initially review the SOQs for responsiveness to the requirements of this RFQ. The information in the SOQ will then be measured against the evaluation criteria described in Section 3. Submitter’s SOQ response shall be complete based on the RFQ requirements. A non-responsive or partially non-responsive SOQ missing required information may result in a “fail”.

4.2 SOQ Scoring

MDOT will assemble a team to evaluate all responsive SOQs and measure each Submitter’s response against the Project goals and evaluation criteria set forth in this RFQ, resulting in a numerical score for each SOQ. The scoring will be distributed as described in Section 3 and summarized below:

- a. Understanding of Project (30 Points):
- b. Qualifications of Team (30 Points):
- c. Plan for DBE (20 Points)
- d. Local Contractor and Workforce Participation Plan (20 Points)

4.3 Determining Short-listed Submitters

MDOT will total the scores for each responsive SOQ and prepare a ranked list of Submitters. To be qualified to bid, Submitters must attain a minimum score of 75.

MDOT reserves the right, in its sole discretion, to cancel this RFQ, issue a new RFQ, reject any or all SOQs, seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to this RFQ, seek and receive clarifications to an SOQ and waive any deficiencies, irregularities or technicalities in considering and evaluating the SOQs.

This RFQ does not commit MDOT to enter into a contract or proceed with the procurement of the Project. MDOT assumes no obligations, responsibilities and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred by the parties responding to this RFQ. All such costs shall be borne solely by each Submitter.

4.4 Notification of Short Listing

The names, contact person, and individual scores of the shortlist Submitters will be posted on MDOT's website. The scores of non-shortlisted Submitters will also be posted without the names of the Submitters. See Attachment C for an example. All Submitters will receive their individual scores and comments from MDOT via e-mail within five working days from when the shortlist is posted.

4.5 Debriefing

Feedback may be provided via face to face meeting, phone or email at the discretion of the Project Manager however, it will not be provided until after the award of the contract.

5.0 SOQ SUBMITTAL REQUIREMENTS

The following section describes requirements that all Submitters must satisfy in submitting SOQs. Failure of any Submitter to submit their SOQ as required in this RFQ may result in rejection of its SOQ.

5.1 Due Date, Time and Location

SOQ's may be delivered via email or in person to the Project Manager listed in this RFQ by the date and time listed in Section 2.2. Any SOQ that fails to meet the deadline or delivery requirement will be rejected without opening, consideration or evaluation. MDOT will not accept SOQs by facsimile.

If the SOQ is delivered in person, each Submitter must provide MDOT with the following:

- **One (1) Original unbound SOQ** – bearing original signatures
- **One (1) Electronic copy of the SOQ in PDF format on CD or USB Flash Drive**

The unbound original and CD or USB Flash Drive, shall be placed in one (1) sealed envelope. The outside of the sealed envelope shall be clearly labeled with the Project name, as well as the name and return address of the Submitter.

If the SOQ is delivered via email, each Submitter must provide MDOT with the following:

- **One (1) Electronic copy of the SOQ in PDF format**

The subject line of the email should state "GHIB: SOQ for Res Demo JN 113717/113693B1". Emails

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received after the time and date specified above will not be accepted. The MDOT Project Manager will send a confirmation email for all emailed submissions.

5.2 Format

All SOQ's must comply with the following:

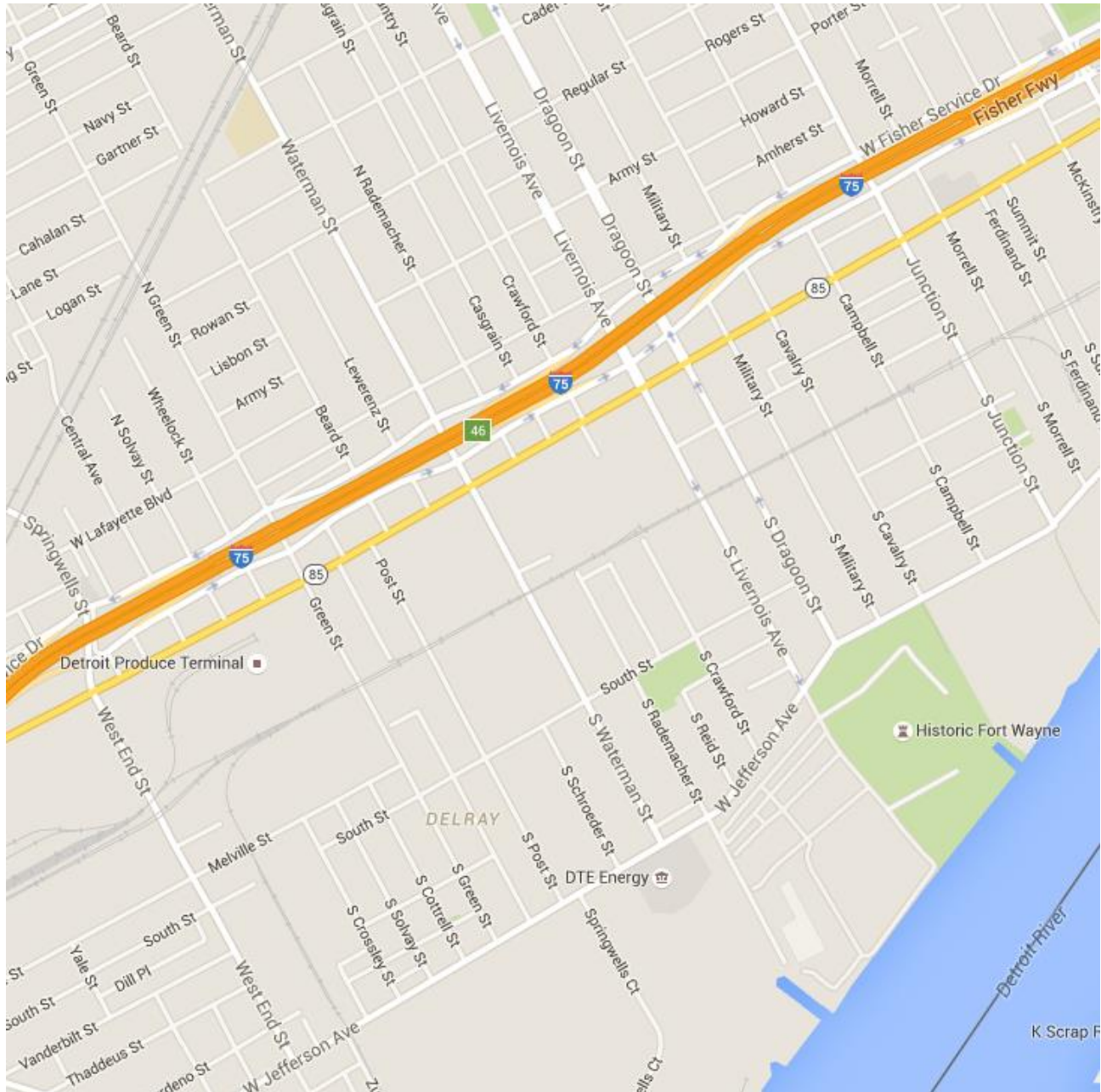
- a. The SOQ must not exceed 10 single-sided pages. The page limit does not include the letter described in Section 3.1,.
- b. Pages shall be 8 ½ inches by 11 inches.
- c. Font must be a minimum of 12 point.
- d. All pages must be numbered continuously throughout and in the format of "Page 1 of _".
- e. If delivered in person, then submittals shall be unbound.
- f. Graphics are allowed within established page limits.
- g. The maximum size of the email file is 10MB.

6.0 PROCUREMENT PHASE 2

The second phase of the Project will be the advertisement of the Project for a minimum of three weeks using a traditional MDOT low-bid process. It is anticipated that the letting will be in June, 2016.

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Addendum 1 – April 8, 2016



**ATTACHMENT B: GORDIE HOWIE INTERNATIONAL BRIDGE PROJECT
INFORMATION**

Additional information on the Gordie Howie International Bridge Project can be found at the following website: http://www.michigan.gov/mdot/0,1607,7-151-9621_11058_36266---,00.html

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ATTACHMENT C: EXAMPLE NOTICE OF SHORTLISTING RESULTS



(DATE OF POSTING)

Gordie Howe International Bridge Residential Property Demolition Contract

MDOT Job No. 113693B1 and 113717B1

The following teams have been short listed for the Project:

Shortlisted Team Name and Contact Name	Cumulative Score	Criteria 1	Criteria 2	Criteria 3	Criteria 4	
Company 1 and Contact Name						
Company 2 and Contact Name						
Company 3 and Contact Name						
Non-Shortlisted Scores (Name are not provided)	Cumulative Score	Criteria 1	Criteria 2	Criteria 3	Criteria 4	
(Intentionally Left Blank)						
(Intentionally Left Blank)						
(Intentionally Left Blank)						
(Intentionally Left Blank)						